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MEMORANDUM FOR: Comptroller

SUBJECT: Special Analysis of Purchases of Air Transportation by CIA for Fiscal Year 1960

1. As requested, the Finance Division and Technical Accounting Staff have prepared an analysis of purchases of air transportation procured by Central Processing Branch both on a credit basis and from a revolving fund, for the period 1 July 1959 through 30 June 1960.

2. The results of the analysis are presented in summary on Tabs attached as follows:

Tab A Summary of Credit Purchases of Air Transportation

Tab B Summary of Cash Purchases of Air Transportation

3. Discussion of Credit Purchases

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3. The average time required to settle invoices for the credit purchases is estimated to be 2 to 3 weeks after receipt of the invoice.

4. Discussion of Cash Purchases

a. Cash purchases amounted to \$15,924. for the year and represent procurement from nine different carriers. This method of purchase is very small portion of the total Agency procurement of air transportation. These purchases are made from a revolving fund managed by Central Processing Branch.

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